



CEMA
Executive Board Meeting Minutes
February 6, 2006
11:00 AM to 1:00 PM

MEMBERS PRESENT: Edna Esguerra, Board President
Sheila Stevens, Immediate Past President
Richard Rapacchietta, First Vice-President
Mark Hand, Second Vice-President
Carole la Barbera, Member-at-Large
Amando Cablas, Member-at-Large
Consuelo Collard, Board Secretary

MEMBERS ABSENT: Peter Pham, Treasurer
Mary Mitchell, Member-at-Large
Dolores Morales, Member-at-Large

OTHERS PRESENT: Tom Starkey, Lead CEMA Business Representative
Randy Johnese, CEMA Business Representative

I. CALL TO ORDER

A. Edna Esguerra, Board President, called the meeting to order at 11:10 AM.

II. AGENDA REVIEW AND APPROVAL

A. Everyone present reviewed and approved the proposed Agenda as presented.

III. CONSENT ITEMS

A. **Review and approval of Executive Board meeting minutes for January 23, 2006.**
The following correction to the minutes was noted: David Ginsborg's last name is misspelled; the correct spelling is Ginsborg not Ginsberg.

After everyone had reviewed the minutes, Richard and Carole moved and seconded for approval of the minutes as amended. The minutes were approved.

IV. ACTION ITEMS

A. **Designate the CEMA Board Members for Bargaining Committee.** Five Board members and five general members will form the Bargaining Committee. Tom and Randy will also be part of the Bargaining Committee. Board members and membership representatives should be able to represent not only their immediate

group but the larger Agency as well. Additionally, previous negotiations experience would be helpful and ability to maintain cordial working relationships.

- B. Designate Board Attendees for the CCS Conference in Anaheim.** The designated CEMA staff and Board members to attend this conference are: Edna Esguerra, Richard Rapachietta, Tom Starkey, and Randy Johnese. Tom noted that the conference registration and hotel accommodations have been made.
- C. Purchase of Lapel Buttons and Name Badges for Membership Campaign.** Tom reported that he is obtaining price quotes from different companies. A total of 1,500 lapel pins and buttons will be ordered in addition to name badges for Board members to wear when attending events and functions. Richard Rapacchietta will work with Rachel Martinez on the button and lapel pins design and will bring to the next Board meeting for approval.
- D. Human Relations Award Breakfast March 30, 2006.** This item was tabled for discussion at the next Executive Board Meeting. Sheila Stevens will bring the invitation. In the past, CEMA has purchased a full table for this event.

V. INFORMATIONAL DISCUSSION TOPICS

- A. Lead CEMA Business Representatives' Report.** Tom reported the following:

- ◆ Work on streamlining communications with CEMA's Accountant continues. Checks needing signature should be mailed to the CEMA office by Wednesday the week prior to the Monday CEMA Executive Board meeting; this would eliminate the need for picking up checks. Edna will talk with Donna Le about moving up the schedule for mailing checks to CEMA.
- ◆ Announcements for members have been mailed regarding the political forums, the general membership meetings, and about the recruitment campaign.
- ◆ An agreement has been finalized with the Superior Court Chapter. The contract was extended for four years to 2010 with a 14% salary increase over the four-year extension of the contract. The first salary increase of 4% will be retroactive to July 1, 2005. The benefits package was also agreed to in the contract extension. A ratification meeting for the contract will be held on Tuesday at the Superior Court from 12:00 noon to 1:15 PM.
- ◆ Work has continued on confidential personnel issues pending.
- ◆ OE3 is undergoing a change of representatives; Fred Hirschback has been replaced.
- ◆ The FPPC reports have been filed.
- ◆ Tom proposed to the Executive Board that issuance of the prizes for the recruitment campaign should not be delayed to see how long new members remain with CEMA. The prizes should be issued at the contract ratification meeting. The goal is to recruit 200 new members to show strength in numbers during negotiations with the County. Board members are eligible for the prizes too as follows:
 - ✓ A lapel pin/button for anyone that recruits one new member;
 - ✓ The above plus two free CEMA luncheons for two new members recruited;
 - ✓ The above plus a book for three new members recruited;
 - ✓ The above plus a Starbucks gift certificate for four new members recruited;

✓ A video model ipod for whoever recruits the most new members. A tie for the grand prize will be decided by the flip of a coin. Details will be published in the February CEMAGram.

B. CEMA Business Representative's Report. Randy reported the following:

- ◆ A representation issue for a CEMA member regarding inappropriate use of the County's issued computer remains pending. The CEMA member has opted for legal representation rather than CEMA's at the Skelly hearing.
- ◆ A second representation issue regarding a rebuttal to a letter of reprimand for excessive use of sick leave is also pending.
- ◆ Work has been done for new graphics incorporating the new CEMA logo for the website; a new masthead is now in place. Edna requested a monthly report on the number of hits the CEMA website receives to see if there is an increase due to the membership campaign work.
- ◆ The graphics work incorporating the new logo into the CEMAGram has also been completed.
- ◆ The kits with the new logo for the bulleting boards are going to the printer this week.
- ◆ RNPA has reached a settlement regarding the compaction issue. The offer included a shift differential for two classes of CEMA members that was changed to assignment pay instead, and a shift differential to be paid on a bi-weekly basis. The new offer is going to public hearing tomorrow.

C. President's Report. Edna reported the following:

- ◆ There is increased "mob" activity or "marching on the boss". Randy has discussed the issue with Luke Leung. The manager being "marched upon" should contact the County's Human Resources office when it happens. A process and procedure will be discussed with Luke and shared with members.
- ◆ Rachel Martinez will be updating the list of Executive Board members for 2006.
- ◆ A letter needs to go out to the County regarding the implementation of the FLSA changes. This issue has been pending for over one year now. Randy noted that this item is on his list of things to do.
- ◆ Board members were reminded to submit their completed mileage reimbursement forms and proposed budgets for committee meetings.

D. Update on PHN Managers' Issue. Tom reported that he received the information on comparable counties at the Professional Development luncheon. Tom has learned too that the Public Health Department supports the PHN's request; CEMA will also support and raise the issue for these members during the contract negotiations.

E. CEMA Membership Meetings. The meetings are scheduled for February 21, 22, and 23. CEMA members should be receiving the notice in the mail today. A copy of the list of meetings, times and locations was distributed to the Executive Board members. Edna encouraged all CEMA Board members to attend all the meetings.

F. Recruitment of CEMA members for Audit Committee 2004 & 2005. Edna reminded Board members to submit to her the names of possible members for this committee by the end of this week.

- G. COPE Awards Banquet Information Feedback.** Consuelo reported that the event was very well attended; over 1,000 people were present. Lots of politicians were also in attendance. The CA Insurance Commissioner stopped by the table specifically to thank OE3 for their support. Phaedra is a very dynamic speaker and charged the audience.
- H. 2006 CEMA Scholarships.** Dolores Morales will be the chair for the scholarship committee.
- I. Update on Probation Department's Internal Affairs.** There was no update given.
- J. Juvenile Hall Advisory Board.** Randy reported that the Advisory Board met last week and he was in attendance. No significant issues impacting on CEMA members were discussed.
- K. Political Action Committee Report.** Tom and Sheila reported that the list of draft questions for the political candidates was forwarded to Board members. Everyone is encouraged to provide input and respond not later than February 15; the PAC meets on Thursday February 16. The political forums are scheduled for March 8 and 9 at the Center for Training and Careers. Letters are being mailed to all candidates today to invite them to attend the forums. Board members were reminded of the fundraising dinner for Jim Beall on February 9. Local OE3's Committee on Political Education (COPE) will hold a discussion about the candidates as well.
- L. Membership Committee Report.** This item was covered under Tom's report.
- M. Professional Development Committee Report.** The committee is meeting tomorrow at noon. The committee will be discussing the question about whether attendance at the CEMA luncheons should be free for Aides for persons in political office. There were a total of 281 attendees at the last luncheon and the final bill for the event is forthcoming.
- N. Communications Committee Report.** This item was covered under Randy's report.
- O. Update on Local OE3 Political Contribution Process.** Tom will be drafting a letter for the Board to review at the next meeting.
- P. Public Employee News from Local OE3.** A link for this item will be added to the CEMA website so that all CEMA members will have access to this newsletter.
- Q. Update on FLSA Implementation.** This item was covered under Edna's report.

VI. ANNOUNCEMENTS/KUDOS

Edna thanked all Board members and the business representatives in particular for all their help and work on behalf of CEMA.

Edna also announced that Sheila Stevens has been nominated for the Human Relations Award for Supervisor Jim Beall's district. Everyone congratulated Sheila; a well deserved recognition and award.

VII. DEVELOPMENT OF AGENDA FOR NEXT MEETING

Agenda items should be submitted to Consuelo for the Agenda as needed.

VIII. MEETING EVALUATION

The following comments were made about today's meeting:

- ◆ The meeting ended early although it started a few minutes late;
- ◆ Richard is doing an excellent job keeping discussions focused and within the time frames allotted for each item.

IX. MEETING ADJOURNMENT

As all the Agenda items had been discussed, Richard Rapacchietta and Mark Hand moved and seconded for adjourning the meeting. The meeting ended at 12:55 PM.

Filename: Meeting Minutes 2-6-06.doc
Directory: C:\DOCUME~1\ADMIN\LOCALS~1\TEMP
Template: C:\Documents and Settings\Admin\Application
Data\Microsoft\Templates\Normal.dot
Title: CEMA
Subject:
Author: c paez
Keywords:
Comments:
Creation Date: 2/21/2006 9:00 PM
Change Number: 4
Last Saved On: 2/22/2006 7:56 PM
Last Saved By: c paez
Total Editing Time: 8 Minutes
Last Printed On: 10/3/2006 10:53 AM
As of Last Complete Printing
Number of Pages: 5
Number of Words: 1,557 (approx.)
Number of Characters: 8,879 (approx.)